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27 DEC 1978

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Executive Registry
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MEMORANDUM FOR: Deputy Director for Operations
Director, National Foreign Assessment Center
Deputy Director for Administration
Deputy Director for Science and Technology
General Counsel
Legislative Counsel
Inspector General
Comptroller

OLC #78-3600

FROM: Frank C. Carlucci
Deputy Director of Central Intelligence

SUBJECT: Management Information on CIA Contracting Activity

1. Action Requested: It is requested that addressees refer to the Director of Logistics (D/L) any external requests for information or policy regarding CIA contracting.

2. Background: Requests for information on Agency contracting procedures, names of contractors, policy on various contracting issues, background information on contractors or their employees, and various other data involving Agency procurement matters are often received by CIA components external to the Office of Logistics (OL). Such requests may come from the Congress, Office of Management and Budget, General Services Administration, various oversight mechanisms or any number of other sources. While such requests are generally referred to OL, there have been occasions when information has been provided directly and without coordination from OL.

3. Staff Position:

Automated systems for storing and retrieving information on Agency contracts are utilized in Logistics (CONIF) and in the DDS&T (STEPS and SPA). Information in these systems is readily provided to Agency staffers with appropriate clearances and "need-to-know." Such ready access to Agency contract information may lead Agency employees to feel that they are in a position to provide complete information on procurement matters or to establish Agency policy with regard to procurement.

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The necessity to go to several sources in CIA for complete contract information has been noted in the past, and was a subject of serious discussion by the Agency Task Force which recently reviewed our industrial contracting and industrial security organization and procedures. Discussion in this area resulted in a recommendation that the DDA and the DDS&T work together to establish an appropriate data base to insure that essential contract information is readily available for responding to questions on Agency contracting activity. Implementation of this approved recommendation is currently underway.

While much data on Agency contracting is readily available, it is feasible to arrive at different conclusions based on analysis by different parties of the same data set. Such conclusions may be at variance with positions provided at some previous time or differ from current positions provided by other components when dual tasking occurs. OL has been established as the focal point for Agency procurement policy and is the primary repository for information on Agency contracts other than National Programs. Its administrative memory is also the most complete in terms of prior as well as current Agency policy on procurement.

While the efficacy of our decentralized procurement system was reaffirmed by the Task Force on Industrial Contracting and Industrial Security, it is critical that one face be presented to individuals and organizations external to CIA. This can only be implemented if there is one focal point for supplying information or establishing policy on CIA procurement activity.

OL recognizes that situations can develop in which operational benefit may result from deputy directors or other senior officials replying directly to external parties on procurement matters. In these situations, OL will be happy to provide information, and requests only that it be allowed to coordinate on such communications.

757 Frank C. Carlucci

Frank C. Carlucci

cc: D/DCI/RM
D/DCI/CT

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Management Information on CIA Contracting Activity

FROM:

Frank C. Carlucci
Deputy Director of
Central Intelligence

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Legislative Counsel
6C19 Headquarters

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DDA